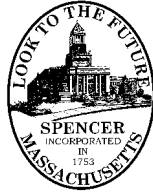


TOWN OF SPENCER, MASSACHUSETTS
OFFICE OF THE
SEWER COMMISSION

FRANCIS X. WHITE, CHAIRMAN
LAWRENCE H. DUFAULT, CLERK
MICHAEL J. MERCADANTE, MEMBER

JAMES T. LAPLANTE, JR., SUPERINTENDENT



3 OLD MEADOW ROAD
SPENCER, MA 01562
TEL. 508-885-7541
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Minutes of Meeting held November 9, 2016

Meeting of the Board of Sewer Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA.

Members present: Francis "Frank" White
Michael "Mike" Mercadante

Sewer staff present: James Laplante, Jr., Supt.
Debra Graves, Sr. Clerk

Meeting was called to order at 5:02pm.

Read and accepted Minutes for October 12, 17, and 18, 2016.

Signed monthly commitment for septage fees

Superintendent James Laplante Reports:

- Review Monthly Operations Report
- Review Monthly and Annual Monitoring Report
(Reports are on file at the Utilities & Facilities Office)

Budget & Capital Items:

- Outsource mailing quotes: Had problems with current vendor. Sewer Commissioners review 3 quotes for outsource mailing. Mike motion to accept lower quote under 3 year contract, seconded by Frank, all in favor.
- Review 2 quotes for new blower (waiting for another quote) and review 3 quotes for flow assessments which will be done in spring. Mike motion to accept lower quote, seconded by Frank, all in favor.
- Sewer Commissioner would like to go forward with Training/Internship program basic instruction.
- GIS Mapping: estimated 2 to 3 works days (\$2,600) to develop sewer system layer for Town GIS. Mike motion to go forward with GIS Mapping for \$2,600, seconded by Frank, all in favor.

Sewer Systems Upgrades:

- Sewer Commissioners review the WWTP Final Clarifier Upgrade project, the change order request and the email from Winston Builders.
- Review Main Street project lateral letter. Sewer Commissioners would like this letter to go out to abutters Main Street property owners.

Flexcon:

- Wright-Pierce will discuss by phone with Flexcon about the Industrial Sampling, than a meeting will be setup and the Sewer Commissioners will make a decision at the meeting.

Charlie's Diner:

- Planning Board approved 2400 ft. of retail space, but has not started right now.

Resident Concerns:

- Pool filling policy review is table until next meeting.
- 42 Paxton Rd would like to tie into the sewer. Cost for tie in fee for 2 bedroom is \$1,100 connection fee and \$3,520 Sewer Bank = \$4,620.

Meeting Adjourned at 6:45pm. Motion by Mike, Seconded by Frank, all in favor.